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MEMBERSHIP - THE RADIO STATION PERMITS ALL COLLEGE STUDENTS TO JOIN THE STAFF OF THE STATION. ~~THE STATION~~ WIXQ ~~PLEDGES~~ does NOT ~~TO~~ DISCRIMINATE AGAINST PERSONS ~~IN~~ REGARD~~S~~less ~~TO~~ of RACE, RELIGION, CREED, SEX OR NATIONAL ORIGINS ~~AS APPROVED BY NATIONAL AND STATE STATUTES. ONLY.~~ THOSE PERSONS ON ACADEMIC AND/OR SOCIAL PROBATION MAY NOT BE MEMBERS.

STATION ID CARDS - ID CARDS, PROPERLY VALIDATED BY THE GENERAL MANAGER, WILL BE ISSUED TO NEW MEMBERS AT THE BEGINNING OF EACH SEMESTER. CAMPUS SECURITY ~~GUARDS~~ WILL NOT ~~ALLOW~~ permit PERSONS TO ENTER THE STATION ~~(IF NO ONE ELSE IS THERE)~~ UNLESS HE OR SHE HAS A STATION CARD.

SUSPENSION - DEPARTMENT HEADS, MAY AT THEIR DISCRETION, SUSPEND A PERSON WITHIN THE DEPARTMENT FOR VALID CAUSE. SUSPENSION MAY BE FOR A PERIOD UP TO TWO WEEKS. THE VIOLATOR MUST BE SENT A COPY OF A LETTER EXPLAINING WHY THE SUSPENSION WAS MADE. A COPY SHALL BE RETAINED FOR STATION RECORDS. THE INDIVIDUAL SHALL HAVE RIGHT TO APPEAL THE DECISION TO THE EXECUTIVE COMMITTEE. HE OR SHE ~~MAY~~ must OBTAIN THE SIGNATURES OF AT LEAST THREE EXECUTIVE COMMITTEE MEMBERS TO REMAIN WORKING.

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ALCOHOLIC BEVERAGES - THERE SHALL BE NO ALCOHOLIC BEVERAGES PERMITTED WITHIN THE RADIO STATION AND NO ONE WILL BE ALLOWED ON THE PREMISES IN A CONDITION THAT WOULD INTERFERE WITH STATION OPERATION.

NON-ALCOHOLIC BEVERAGES - NON-ALCOHOLIC BEVERAGES ARE PERMITTED IN THE MAIN OFFICE, CONTROL ROOM AND THE NEWS/SPORTS ROOM.

SMOKING - SMOKING IS PERMITTED IN THE MAIN OFFICE ONLY.

VISITORS - NO MORE THAN TWO VISITORS ARE ALLOWED IN THE CONTROL ROOM AT ONE TIME. VISITORS ARE NOT PERMITTED IN ANY OTHER ROOMS OF THE STATION, UNLESS ESCORTED BY A STATION MEMBER.

PROFANITY - PROFANITY IS STRICTLY PROHIBITED WHILE BROADCASTING. VIOLATION WILL RESULT IN AUTOMATIC SUSPENSION FROM THE STATION. USE OF PROFANITY IN THE STATION IS GREATLY DISCOURAGED, SINCE IT DOES NOT REFLECT MATURITY AND A PROPER STATION IMAGE.

FOOD - SNACKS OF THE CANDY BAR-CHIPS CLASSIFICATION MAY BE EATEN IN ANY ROOM OF THE STATION. HOWEVER, THE INDIVIDUAL SHOULD BE SURE THAT WASTE PAPER IS DISPOSED IN PROPER RECEPTACLES. FOOD OTHER THAN SNACKS MUST BE EATEN IN THE MAIN OFFICE ONLY.

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STATION EQUIPMENT LOANS - NO EQUIPMENT MAY BE BORROWED FROM THE STATION UNLESS IT WILL BE OPERATED BY A STATION MEMBER. WRITTEN PERMISSION MUST BE OBTAINED FROM EITHER THE ~~GENERAL~~ STATION MANAGER OR PROGRAM DIRECTOR. (sign out procedure?)

? STATION RECORD LOANS - THE USE OF STATION RECORDS OUTSIDE OF STATION FUNCTIONS IS DISCOURAGED; HOWEVER, A STATION MEMBER MAY (BORROW) A (SMALL NUMBER) UP TO FOUR RECORDS FOR A LIMITED PERIOD OF TIME. RECORDS MAY NOT BE REMOVED WITHOUT PERMISSION OF THE PROGRAM DIRECTOR.

CLEANINESS - OPERATORS AND NEWSCASTERS ARE RESPONSIBLE TO MAKE SURE THAT THEIR RESPECTIVE ROOMS ARE KEPT IN A NEAT AND ORDERLY FASHION, WHILE ON DUTY.

KEYS - THE KEYS ISSUED BY THE ADVISOR TO MEMBERS OF THE STATION COUNCIL ARE PROPERTY OF THE COLLEGE. KEYS MAY NOT BE DUPLICATED AND MUST BE RETURNED TO THE ADVISOR AFTER LEAVING OFFICE.

EQUIPMENT REPAIR - PERSONNEL MAY NOT ATTEMPT TO REPAIR STATION EQUIPMENT AT ANY TIME. MEMBERS SHOULD RECOGNIZE THAT ELECTRONIC EQUIPMENT IS SENSITIVE AND SHOULD BE MAINTAINED ONLY BY THE CHIEF ENGINEER.

SUPPLIES - ADMINISTRATIVE SUPPLIES ARE AVAILABLE TO ALL DEPARTMENT HEADS. ORDERS MUST BE PLACED THROUGH THE BUSINESS MANAGER. DEPARTMENT HEADS SHOULD ORDER NO MORE THAN [redacted] CAN BE USED IN ONE SEMESTER.

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REIMBURSEMENT - THERE WILL BE NO REIMBURSEMENT FOR MATERIALS PURCHASED OR EXPENSES INCURRED THROUGH DUTIES AT THE STATION UNLESS ~~PERMISSION~~ approval HAS BEEN OBTAINED FROM THE ~~GENERAL~~ Station MANAGER OR BUSINESS MANAGER.

PRODUCTION WORK - THE PRODUCTION ROOM IS FOR THE USE OF THE PRODUCTION ~~MATERIALS~~ STAFF only ~~FOR THE STATION~~. NEWS TRAINEES WILL NOT BE PERMITTED TO USE THE EQUIPMENT UNLESS ACCOMPANIED BY EITHER THE PRODUCTION MANAGER, CHIEF ANNOUNCER, OR THE PROGRAM DIRECTOR.